

Pre-RFP Informational Session Agenda
RFI-6-52
Indiana Office of Tourism Development
Advertising Agency and Web Site Services

Indiana Office of Tourism Development will be hosting a Pre-RFP Informational Session
on:

Friday, January 13, 2006
1:30 p.m. Indianapolis Time
Indiana Government Center South
Conference Room A
402 West Washington Street
Indianapolis, Indiana

- I. Introductions
- II. Discussion of Request for Proposal (RFP) process by Indiana Department of Administration
- III. Discussion of Minority and Women's Business Enterprise Requirements
- IV. Description of RFP:
 - Advertising Agency –
 - Provide marketing communications
 - Oversee seasonal marketing campaigns
 - Manage outside contracted services
 - Publication production
 - Web Site
 - Redesign the current consumer site
 - Work with Access Indiana for reports/hosting
- V. Questions and Answer Session

Prior Solicitation: BAA-1-63

Additional Information
IDOA PROCUREMENT LINKS AND NUMBERS

www.in.gov/idoa/proc
1-877-77BUYIN (8946) For Vendor Registration Questions
buyindianainvest@idoa.in.gov For Inquiries Regarding Substantial Indiana Economic Impact

- A. www.BuyIndiana.IN.gov

Link to the developing “one stop shop” for vendor registry with IDOA and Secretary of State, MWBE business loop up, etc.

- B. Secretary of State of Indiana
Can be reached at (317) 232-6576 for registration assistance. www.in.gov/sos
- C. Indiana Economic Impact Form
Online version available at www.in.gov/idoa/proc (drag down page to “Indiana Economic Impact” link)
- D. Minority and Women Owned Business Enterprises
www.in.gov/idoa/minority for more information www.BuyIndiana.IN.gov for table of IDOA certified MBEs and WBEs.
- E. RFP posting and updates
Go to www.in.gov/idoa/proc (select “current Solicitation Opportunities” link)
Drag through table until you find desired RFP/RFI number on left-hand side and click the link.
- F. Information Technology (IT) Standards and Policies
Go to www.in.gov/itoc (select Architecture and then click on Standards and then on Policies)

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